


PROCEDURE NUMBER: <i>ENV 1-12</i>	PROCEDURE NAME: <i>Coordination with the US Coast Guard Related to Bridge Work</i>
ADOPTION DATE: <i>January 19, 2023</i>	LAST UPDATED: <i>January 19, 2023</i>
PROCEDURE APPROVED BY: <i>Chairperson, Policy & Records Workgroup</i>	SIGNATURE: 
RESPONSIBLE OFFICE: <i>Bureau of Environment Bureau of Bridge Design</i>	CONTACT PERSON: <i>Administrator, Bureau of Environment Administrator, Bureau of Bridge Design</i>
RELATED POLICY: <i>ENV 1 Environmental Policy</i>	RELATED FORMS:

PURPOSE

The purpose of this procedure is to provide direction on project-level coordination with the US Coast Guard for compliance with [33 CFR Part 115](#) relative to work on bridges.

SCOPE

This procedure shall apply to all individuals needing to coordinate with the US Coast Guard relative to bridge work as part of the development of a project funded or approved by the New Hampshire Department of Transportation (NHDOT).

GENERAL PROVISIONS

[ENV 1-2 Procedure for Environmental Documentation of State Funded Projects](#)

[National Environmental Policy Act](#)

[USCG Guidance, February 2022](#)

[33 CFR 115.50](#)

[USCG Bridge Permitting Application Guide](#)

[Memorandum of Agreement Between the United States Coast Guard and the Federal Highway](#)

[Administration to Coordinate and Improve Bridge Planning and Permitting](#)

[Bridge Permit Application Process \(uscg.mil\)](#)

DEFINITIONS

Definitions related to this procedure may be viewed on the SOS [Approved Definitions](#) page.

Small motorboats mean rowboats, canoes, and other similar craft with outboard motors. It does not include sailing or cabin cruiser craft ([33 CFR 115.70\(b\)](#)).

RESPONSIBILITY

1. Project Manager/Design Lead
 - a. Determine if the provisions of this procedure apply to a project.
 - b. Coordinate with the Bureau of Environment and/or the Bureau of Bridge Design, as applicable, for assistance with this procedure.
 - c. Document applicability of this procedure.
 - d. Coordinate with the US Coast Guard, as needed, consistent with [33 CFR 115.50](#).
2. Environmental Manager/environmental coordination lead
 - a. Document US Coast Guard project involvement for completion of environmental documentation.
 - b. Assist the Project Manager/design lead with any environmental requirements associated with compliance with this procedure.
3. Administrator, Bureau of Environment - Approve environmental documentation identifying project impacts, including any USCG environmental requirements.
4. Administrator, Bureau of Bridge Design – Ensure that this procedure is followed for NHDOT-sponsored projects.

PROCEDURES

1. Bridge owners (NHDOT) are **not** required to consult the US Coast Guard regarding the following:
 - a. Repairs to a bridge that do not alter the clearances, type of structure, or any integral part of the substructure or superstructures or navigation conditions, but which consist only in the replacement of worn or obsolete parts. *If there is doubt as to whether this provision applies, the Project manager/Design Lead should coordinate with the Environmental Manager/environmental coordination lead, and should then consult with the US Coast Guard, if necessary.* Repairs which permanently alter the horizontal or vertical clearance of the bridge do not qualify for this provision. Note: the US Coast Guard should be notified 90 days in advance if the work will inhibit the navigation of vessels through the bridge.
 - b. Bridges to be constructed across reaches of waterways not actually navigated other than by logs, log rafts, rowboats, canoes, and small motorboats, in accordance with [33 CFR 115.70\(a\)](#). *If there are questions, the Project Manager/Design Lead should contact the First Coast Guard District Bridge Program to confirm the applicability of this part.*
2. If neither of the above provisions apply, and the Department is unsure whether a Bridge Permit will be required, the Project Manager/Design Lead should contact the First Coast Guard District

Bridge Program with the information addressed in the [US Coast Guard Bridge Project Questionnaire](#).

3. Projects involving bridges over navigable waterways that have been determined to require a Bridge Permit, shall adhere to the requirements of [33 CFR 115.50](#). The Project Manager/Design Lead shall coordinate the USCG bridge permit application.
4. For bridge projects funded in whole or in part by the Federal Highway Administration (FHWA), the Project Manager/Design Lead will consult with the Coast Guard regarding whether a permit is required. In these instances, the Project Manager/Design Lead should also contact the NH Division of FHWA.

TRAINING

All relevant staff working on bridge projects shall be made aware of this procedure. The procedure will also be made available to external organizations completing bridge project reviews on behalf of NHDOT.

DISCIPLINE

Disciplinary action related to this procedure can be found in the referenced policy.

AMENDMENT RECORD

This procedure shall be reviewed every two years to ensure its continuing relevance and accuracy. The record of amendments is recorded below.

Date	Comments	Name	Authority
1/19/2023	Original Procedure Adopted	Andre Briere	Deputy Commissioner